



CTMS Structured Protocol Representation SIG Teleconference Meeting Notes

Meeting Date	Tuesday, August 17, 2004 1-2 PM EDT																																								
Attendees:	<p>Working group coordinator: Scott Finley (Booz Allen Hamilton) Harshawardhan Bal (Booz Allen Hamilton)</p> <p>NCI Facilitator: Sue Dubman</p> <p>Participants:</p> <table><thead><tr><th>First Name</th><th>Email</th><th>Organization</th></tr></thead><tbody><tr><td>Douglas Fridsma (SIG Lead)</td><td>fridsma@cbmi.pitt.edu</td><td>University of Pittsburgh</td></tr><tr><td>Christo Andonyadis</td><td>andonyac@mail.nih.gov</td><td>NCI</td></tr><tr><td>Brenda Duggan</td><td>dugganb@mail.nih.gov</td><td>NCICB</td></tr><tr><td>Sharon Elcombe</td><td>elcombe@mayo.edu</td><td>Mayo Clinic</td></tr><tr><td>Lakshmi Grama</td><td>lgrama@mail.nih.gov</td><td>NCI</td></tr><tr><td>Smita Hastak</td><td>hastaks@mail.nih.gov</td><td>ScenPro, Inc.</td></tr><tr><td>Andrea Hwang</td><td>ychwang@uci.edu</td><td>University of California Irvine</td></tr><tr><td>Robert Morrell</td><td>bmorrell@wfubmc.edu</td><td>Wake Forest</td></tr><tr><td>Sorena Nadaf</td><td>s.nadaf@vanderbilt.edu</td><td>Vanderbilt University</td></tr><tr><td>John Speakman</td><td>speakman@biost.mskcc.org</td><td>Memorial Sloan Kettering Cancer Center</td></tr><tr><td>Anne Tompkins</td><td>tompkinsa@ctep.nci.nih.gov</td><td>NCI</td></tr><tr><td>Lori Wangsness</td><td>wangsness.ori@mayo.edu</td><td>Mayo</td></tr></tbody></table>		First Name	Email	Organization	Douglas Fridsma (SIG Lead)	fridsma@cbmi.pitt.edu	University of Pittsburgh	Christo Andonyadis	andonyac@mail.nih.gov	NCI	Brenda Duggan	dugganb@mail.nih.gov	NCICB	Sharon Elcombe	elcombe@mayo.edu	Mayo Clinic	Lakshmi Grama	lgrama@mail.nih.gov	NCI	Smita Hastak	hastaks@mail.nih.gov	ScenPro, Inc.	Andrea Hwang	ychwang@uci.edu	University of California Irvine	Robert Morrell	bmorrell@wfubmc.edu	Wake Forest	Sorena Nadaf	s.nadaf@vanderbilt.edu	Vanderbilt University	John Speakman	speakman@biost.mskcc.org	Memorial Sloan Kettering Cancer Center	Anne Tompkins	tompkinsa@ctep.nci.nih.gov	NCI	Lori Wangsness	wangsness.ori@mayo.edu	Mayo
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Agenda	Update on CTMS Structured Protocol Representation SIG activities																																								
General discussion points raised by participants:	<ol style="list-style-type: none">1. Protocol representation: sample templates for Phase I/II/III trials obtained from M. Dias. These are text based documents with if/else statements which will be translated into a flow chart2. Identify liaisons to obtain input from other SIGs to address the many potential areas of overlap, for example, Joyce Niland (Adverse Events Reporting to Structured Protocol Representation SIG), Michael Davis (Financial Billing to Structured Protocol Representation SIG), John Speakman (Lab Interfaces to Structured Protocol Representation SIG).																																								

	<p>The issue of how the different SIGs can work together was raised along with the need to identify specific deliverables, costs etc. Distribute liaison lists.</p> <p>3. Scope of work for CDEs</p> <p>4. Protocol authoring tool: identify stakeholders/shareholders, get user requirements/use cases/top level diagrams from SIG participants, identify adopter groups that have a particular interest and can play a substantial role.</p> <p>5. Distribute notes from Clinical Data Interchange Standards Consortium (CDISC) meeting</p> <p>6. Alignment of SIG development activities with HL7 standards</p>
Action items:	<p>1. Convert sample protocol representation templates for Phase I/II/III trials into flow charts</p> <p>2. Identify liaisons to obtain input from other SIGs and distribute list</p> <p>3. Distribute notes from the CDISC meeting</p> <p>4. Get user requirements/use cases/top level diagrams from SIG participants for Protocol authoring tool</p>